



美中友好志愿者办公室

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暑期语言文化老师

短期全职工作

**United States--China Friendship Volunteers
Short-Term Positions Available
Language/Culture Facilitator**

教美国人说中文，体验文化交流的乐趣！

因 2016 年暑期培训需要，我们拟聘请短期全职语言文化老师。工作地点：成都。提供培训。
We are seeking Language/Culture Facilitators (LCF) for 2016 summer training in Chengdu.

Position Summary

Contract time includes two periods:

- a. Training of Trainers in the last two weekends of May and two weekends of June**
- b. Working as LCF in the period of June 20-August 20, or July 1-August 20, 2016.**

Please be sure you can commit to these time periods.

This is a full time and short term job. Employees need to work five days per week, and eight hours per day during the contract time.

The Language/Culture Facilitator (LCF) works closely with other training staff to design, implement, and evaluate a professional training program. The language and culture training aims to develop effective Mandarin spoken skills, culture and cross culture integrating skills, knowledge and attitudes necessary for Trainees to work effectively in their future project assignments. In a designated training site, with a group of 5-6 Trainees, the LCF provides formal and informal instruction to Trainees on a daily basis using a variety of communicative approaches.

Qualifications and Requirements

- Fluency in spoken and written Mandarin
- Good command of oral English.
- Good knowledge of Chinese culture and history.
- A bachelor's degree or higher.
- Experience in teaching foreigners Chinese is preferred.
- At least two years' experience in teaching a foreign/second language.
- An ability to work with a diverse group in an effective and harmonious manner.
- Openness to new methods and different opinions, and willingness to face challenges.
- A tolerance for ambiguity and an ability to adapt and change when necessary.



To apply, qualified persons must send

- A cover letter in English, describing their qualifications and reasons for applying for the position.
- A resume (curriculum vitae) in English and Chinese, with relevant educational and work experience and names of three professional references.

The candidate must commit to the entire contracted period.

Application materials should be sent (pick one)

- By mail to: U.S.--China Friendship Volunteers, Sichuan University, BOX 278, Wang Jiang Road No. 29, Chengdu, Sichuan, 610064.
- By email to: pc_lcf@163.com

Deadline for receiving applications: April 17, 2016.

We thank all applicants for their interest, but only short-listed candidates will be contacted before **April 29, 2016**. Please ensure that you provide appropriate contact information so that you can be easily reached (e-mail, phone, mobile, etc.)

请在 **2016 年 4 月 17 日前** 将申请信和简历送至(任选一种):

- 邮寄: 美中友好志愿者办公室, 四川大学 278 信箱, 望江路 29 号。邮编 610064
- 电子邮箱: pc_lcf@163.com

请在申请信中注明“申请 **PST LCF** 职位”。我们将在 **4 月 29 日前** 与初选合格者联系面试。如未接到面试通知, 即表示初选不合格。谢绝来电来访。